

APPRAISER PACKAGE CHECKLIST (Information NRCS must provide to Appraisers)

- ___ 1. Recorded landowner's name, address and telephone number.
- ___ 2. Current information as to the status of title of ownership such as copies of deeds.
- ___ 3. A copy of the recorded written access to the easement area (if applicable).
- ___ 4. Written permission from the landowner or an authorized representative authorizing the assigned appraiser to enter the property for appraisal purposes.
- ___ 5. Aerial photograph of the entire subject property (all properties under the same ownership as the offered WRP acreage, i.e., "the larger parcel") with:
 - ⊕ location of the proposed easement area identified
 - ⊕ easement boundary identified
 - ⊕ an estimate of the acres in the proposed easement identified
 - ⊕ access to the easement area identified
- ___ 6. Complete legal descriptions for:
 - ⊕ the entire subject property (the larger parcel)
 - ⊕ the proposed easement area (a general legal will suffice for this, given the often irregular boundaries involved).

Example: "On attached aerial photograph, approximately 10.5 acres (outlined in dark ink) located in the NW 1/4. NW 1/4 of Section 10 T55N R20W of 5th PM."
- ___ 7. A "county map" and/or aerial photo that depicts the location of the offered parcel and the entire owned subject property (the "larger parcel") *in the context of the region*. If owned properties cross county lines and are within a few miles of one another, include them. The map should depict names of cities, town, highways, streams, etc. to help orient the appraiser.
- ___ 8. Aerial photograph indicating the location and acreage of any conservation agreement, contract, or easement of any type that is associated with any part of the farm. (Provide labels to explain the nature of the agreement, contract, or easement.)
- ___ 9. Specific details of any existing easements, reservations or other restrictions currently encumbering the subject property as provided by the Landowner. (Examples: utility easements, highway rights-of-way, ownership of minerals, oil/gas leases, etc.) Provide a map if it might help the appraiser.
- ___ 10. Documentation of any crop base on the farm. Obtain a completed and signed original of a CCC-505 if there is any crop base or allotment on the offered acres. The appraiser will include this consideration in valuation of the easement. Note: Any crop base or allotment acquired by NRCS must be retired from Federal Government programs.
- ___ 11. Documentation provided by NRCS will identify the volume of irrigation water rights to be retained for the subject property in the *after* condition as necessary to ensure the function of the wetland operation and other wetland conservation values.
- ___ 12. Documentation of water rights owned, including wells on the property to be appraised.
- ___ 13. Completed Preliminary Certificate of Inspection and Possession (*Exhibit 514.67*) and the Hazardous Substance Examination Checklist (*Exhibit 514.68*) and any available information pertaining to the probability of existence of hazardous substances that might be found on the property to be appraised.
- ___ 14.* Copy of WRP Manual Section 514.28, Attachment 1, "Determining Easement Price."
- ___ 15.* Copy of WRP Manual Section 514.28, Attachment 2, "Appraisal Specifications..."
- ___ 16.* Copy of WRP Conservation Easement Deed (*Exhibit 514.63*).

* State Office will provide this